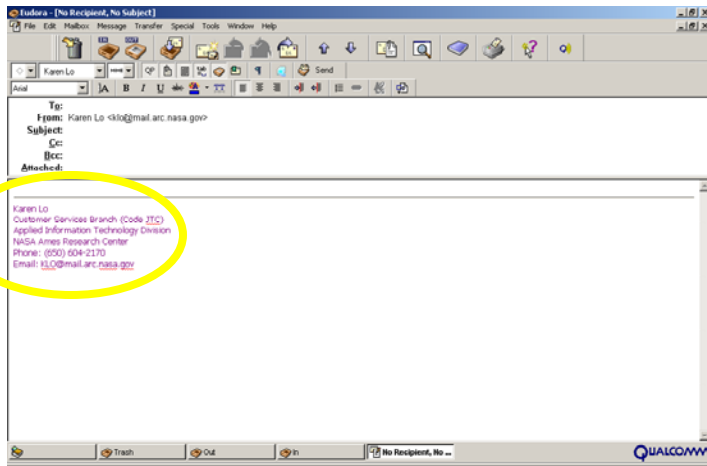
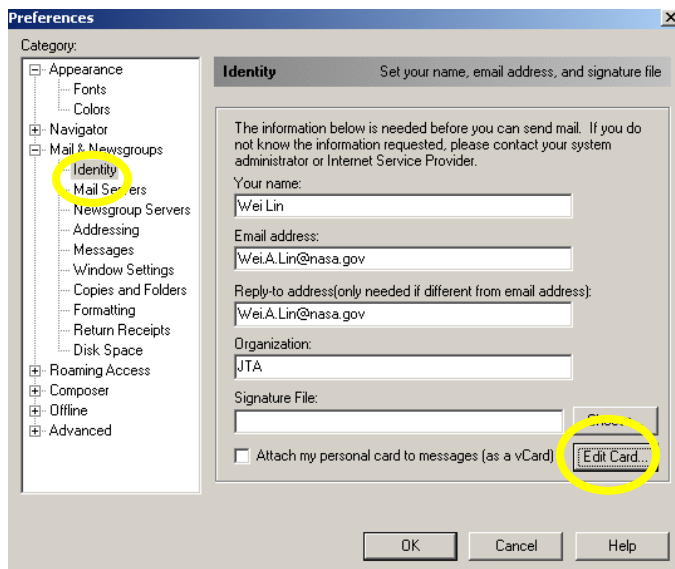
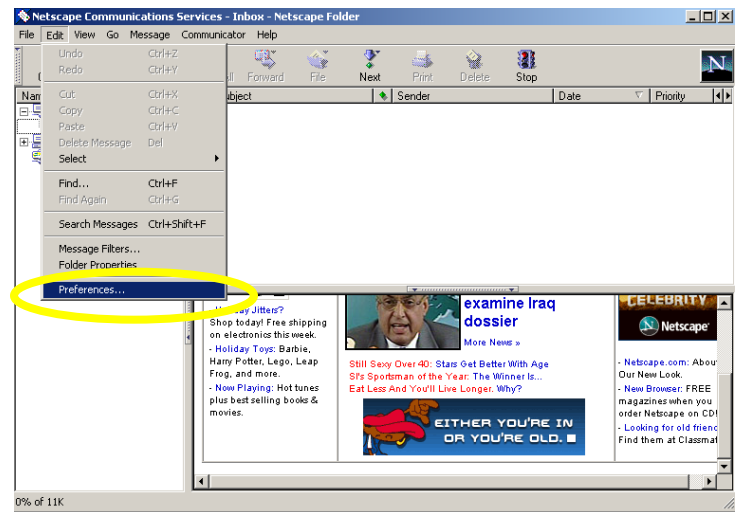


How to Set up “Signature” in your Netscape Email



A **signature** is a few lines of text that are added automatically to the end of an outgoing message when it is sent. A signature can be whatever you want, but it is mostly used to give contact information (telephone, address, and so forth). You use only one signature at a time in a message, but you can create as many different signatures as you want.

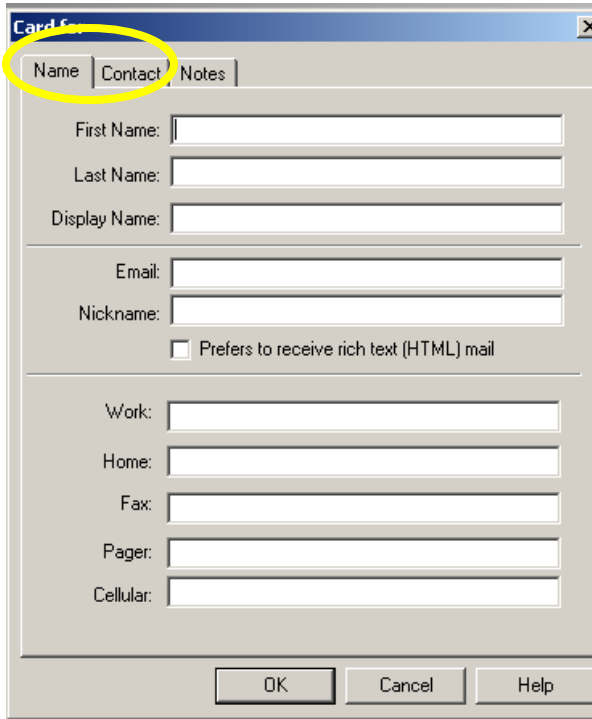
- 2) For Netscape PC window users
- go to “**Edit**” menu and select
“**Preferences**”.



- 3) Under “**Mail and Newsgroups**”, select “**Identity**”. This is the place where you can enter in general information such as your name, email address, organization, etc. To enter more specific contact information, create a **Card File (vCard)**.

Creating a Card File (vCard)

- 1) Select **"Edit Card"** in the **"Preferences"** tab.



- 2) Under the **"Name"** and **"Contact"** tab in the **"Card File"** window, enter in your desired information. When finished, click **"OK"**.

- 3) Check "Always attach my personal card to messages" to attach your address card (vCard) to all outgoing messages.

This Signature will automatically appear in the end of your Outgoing messages.

